

Finance and Government Operations Commission
City of Middletown, CT
January 2, 2013
Room 208 7 PM

Regular Meeting

Present: Ronald Klattenberg, Thomas Serra, Hope Kasper, Philip Pessina, Joseph Bibisi, William Russo, Carl Erlacher, Sandra Russo-Driska, Bruce Driska, Attorney Kori Wisneski, Faith Jackson, Damon Braasch, Councilwoman Linda Salafia, City Treasurer Quentin Phipps

Absent: None

1. Minutes: Minutes from the November 28, 2012 were approved by Thomas Serra and seconded by Hope Kasper with Philip Pessina abstaining.

- Approved -

2. Public Comments for items on Agenda:

- None -

3. The following Departments are scheduled to discuss their budget and programs:

Legal- attendance for Deputy Attorney Wisneski at two CT Bar Institute seminars.

Ronald Klattenberg asked if the new Deputy Attorney Kori Wisneski could be heard first regarding the Legal Department. She is requesting to attend two CT Bar Institute Seminars.

Joseph Bibisi asked if this were for a certification.

Attorney Wisneski stated that this was not; it would be a good refresher and beneficial to the Legal Department now that Debra Milardo has retired. The seminars will touch base on Labor Laws, Sick Leave, FMLA, FOI requests and ADA. The cost of both seminars is \$210.00.

Hope Kasper made a motion to approve and Philip Pessina seconded, unanimous.

Public Works – attendance for Rick Romano at CT Tree Protective Association meeting; Resolution for bid waiver for purchase of Recycling Center Trailer

William Russo stated that this is for credits for certification for Rick Romano.

Joe made motion to approve and Hope seconded, unanimous.

William Russo spoke regarding the Recycling Center trailer. He stated that Dean Lisitano is now in the acting capacity for the retired John Parker. Per the notes that John Parker left regarding the Recycling Trailer he stated two things. First being the time constraints if they were to build one and second would be the cost. It was determined that the purchase of a modular unit would be more cost effective. Mod-Space provided a quote of \$26,030 to supply and secure the modular unit as well as the utilities. The unit could be installed over the week-end and be up and ready for Monday morning. Bill also stated that he had already received the approval from the Planning and Zoning Commission and the funding will come from the Bulky Waste Fund.

Joe made a motion to approve and Phil seconded, unanimous.

- Approved to send to Council Floor -

Water & Sewer – Kleen Energy Water – Ranney Well facility operation and maintenance (this item may be tabled until January 30 meeting)

Carl Erlacher stated this will be removed from the agenda and will be discussed at the January 30th meeting.

Tax Assessor – Deputy Assessor position (topic tabled at November meeting; weekly hours of employment for Frank Marchese

Ron asked if Frank Marchese could or would come back on a full time basis for a short time, if so this would need to be addressed to the Mayor for approval.

Damon Braash explained that Frank has come back on a limited basis of 19 ½ hours per week to help clean up several accounts that are currently open as well as doing some field work and building permits.

Damon explained that this would only be a temporary fix; he still needs to hire someone permanently due to the extensive administrative work that needs to be done. The re-evaluation and Grand List both take up a tremendous amount of time and due to lack of bodies he is unsure if they will be able to complete the Grand List which is due by the end of this month.

Thomas Serra stated that we needed to wait and hear from the Mayor on the re-organization first and he also said that he had spoken with Frank earlier and was told that he was willing to help in any capacity to assist the Tax Assessors office through this busy time.

Hope asked if there was enough money in his budget to fund this position.

Damon said the only funds are what are remaining in the Assistant Assessors line and some monies left in the part-time line.

Phil asked if anyone in the Finance Department could temporarily help out.

Carl stated that they were already down one person if the Finance office and suggested maybe contacting John Ziomek or possibly asking Debbie Gill if she would consider coming back for a short while to get them through until they hear what the Mayor is going to do about the re-organization.

Ron would like a note sent to the Mayor letting him know this Commissions views.
Ron will support the motion to have Frank work full-time for 2 months.
Tom made a motion to approve and Phil seconded.

- Motion made to approve until the Commission hears about the re-organization –

Human Relations – funding for required Sexual Harassment Prevention Training

Faith Jackson spoke regarding the \$650.00 fee to send 26 people to the Sexual Harassment Training at the Chamber of Commerce.
Hope made a motion to approve and Joe seconded, unanimous

- Approved to send to Council Floor –

Clean Energy Communities Program (Councilman Klattenberg) – Resolution for receipt of \$15,000 Bright Ideas Grant; purchase of Renewable Energy Credits for 2013

Ron discussed the special grants to promote a clean energy community. He stated that we have already qualified for the grant and for every 100 points awarded another \$15,000 grant will be awarded; we need to get more community involvement.
Tom asked, “We pay \$4,000 to receive \$15,000”?
Ron said, yes, we just need to authorize the Mayor to sign the Clean Energy Communities Municipal Pledge.
Tom made a motion to approve and Phil seconded.

- Approved to send to Council Floor –

Town Clerk – request for release of reserved funds in department Budget line items

Sandra Russo-Driska explained that the resolution was worded incorrectly and it should read, “Transferring from the reserve account to the administration account.” Sandra expressed that due to the Presidential election there were two primaries and not one, the difference in cost of the ballots was \$2,000 and is contractual. The monies that were held by the 10% reserve were needed to meet the expenses for January.
Carl explained that Finance and Government requires a resolution be passed to release those funds; he is unable allow the transfer with just the Mayors approval.
Sandra stated that in asking for the \$5,000 this should carry through the fiscal year.
Tom made a motion to approve and Phil seconded.

- Approved to send to Council Floor –

Retirement Board (Councilwoman Kasper) – Resolution to establish a committee to determine effect of June 2013 legislation/rules regarding the Pension Fund and use of consultant for issues specified in resolution.

Hope spoke regarding the Pension study.

Joe asked if the Pension Board had the opportunity to review this information, he stated that as a member of such board he did not.

Tom suggested that this go before the Pension Board then come back to F & G.

Carl stated that he would make sure this was on the next Pension Board agenda.

Ron asked if the City's new legal department could provide any insight on the new laws or policies.

Hope stated that she had already spoken to the City Attorneys and they said it would be more beneficial to go to the outside for legal advice.

Tom asked the question, "Who is it that tells us the amount we need to contribute into the pension?"

Carl stated that it is the Actuaries through the Pension Board that do so.

Joe made a motion to send back to the Pension Board and then come back to F & G;

Tom seconded.

- Motion to send back to Pension Board –

Emergency Management – Appropriation of \$4,500 for MHS generator repair

Bruce Driska requested an appropriation for \$4,500 to pay the invoice for the repair of the generator at MHS.

Tom asked what happened; who is responsible for the maintenance of this generator at the school, the BOE or the City.

Hope made a motion to approve and Joe seconded with the understanding that the monies will come out of the responsible parties' budget and it will be defined who is responsible for the maintenance of the generator.

- Approved to send to Council Floor --

Finance – Appropriation of \$170,000 for costs of Early Retirement Incentive Package and the approval of the Finance & Government Meeting schedule of 2013

Carl stated that the F & G Commission needs to pass the appropriation because the people have already signed off and this money is needed to pay the employees.

Carl also briefly touched base of the 2013 F & G calendar.

Joe made a motion to approve and Phil seconded.

- Approved to send to Council Floor --

4. Regular Reports:

- Information Only -

5. Other:

Carl noted that Joe Cask will be coming to the next F & G Commission meeting to talk about the year-end report and that he also put a copy of the report in all of their mailboxes.

Meeting Adjourned

Next Meeting January 30, 2013 at 7:00 pm in Room 208

Respectfully Submitted by
Tracy Vess on behalf of Carl R. Erlacher
Meeting Tracks 133-144